

Building Work Plan				
EPA Mid-Atlantic Region 3 Environmental Management System				
EMS Objective Target 2.2: Explore options for reducing electricity use in the building by the end of FY 2005				
FY 2003 Actions	Lead	Time Frame	Resources	
Get Baseline Energy Data from building management for FY 2002 by month for the 12 month period 9/30/01 to 9/30/02	Lead: OPM Facilities Management (3PM20)	9/30/2003	Hours	
Determine if our energy provider has any rebate program for converting to more energy efficient lighting.	Lead: OPM Facilities Management (3PM20)	9/30/2003	Hours	
Do baseline inspection/survey of each floor to determine how many people leave their lights and/or computer on overnight	EAID Innovation (3EA40) APD Energy Star (3AP20)	9/30/2003	Hours	
Setup an educational series on energy efficiency for employees including turning off computers and lights when they leave for the night and are away from their desks.	EAID Innovation (3EA40) APD Energy Star (3AP20)	9/30/2003	Hours	
Meet and Brief other building tenants and management on our EMS	EAID Innovation (3EA40)	9/30/2003	Hours	
FY 2004 Actions	Lead	Time Frame	Resources	
Perform Energy Audit on building Include determination if current lighting is necessary in all areas of the building	APD Energy Star (3AP20)	9/30/2004	Hours	
Investigate temperature and humidity setting for air conditioning in different locations and floors to determine uniformity, comfort and optimal energy efficiency.	OPM Facilities Management (3PM20)	9/30/2004	Hours/ Contract Dollars	
Do baseline inspection/survey to determine if motion detectors are working well and if we need more in any areas including the bathrooms.	OPM Facilities Management (3PM20)	9/30/2004	Hours	

Utilize the Energy Star Program web-based portfolio manager by providing the last 12 consecutive months of energy bills. Determine where the building rates against similar buildings throughout the nation.	OPM Facilities Management (3PM20) APD Energy Star (3AP20)	9/30/2004	Hours	
Investigate energy use from incandescent bulbs in bathrooms and determine the return on investment for alternatives to address this gain/lose	APD Energy Star (3AP20) EAID Innovation (3EA40)	9/30/2004	Hours	
Investigate heat gain and loss through windows and determine the return on investment for alternatives to address this gain/loss	APD Energy Star (3AP20) OPM Facilities Management (3PM20)	9/30/2004	Hours/ Contract Dollars	
Get vendor to turn off vending machine lights and inform staff of change. Post signs for visitors on 4th floor vending area	Employee Association/ WPD Watershed (3WP10)	9/30/2004	Hours	
Continue to replace general office lighting flourescent tubes with "green tips" Alto lamp tips. Investigate whether our lamps can be retro-fitted with other more efficient bulbs including the new T-5 fluorescent.	OPM Facilities Management (3PM20)	9/30/200	Hours	
Investigate the feasibility of replacing all EXIT signs are LED lights.	OPM Facilities Management (3PM20)	9/30/200	Hours	
Investigate reducing lighting in lobby including wall of light and lighting of clear EPA seal	WPD Watershed (3WP10)	9/30/200	Hours	
Green Energy - Based on the success of EPA Region 2 and GSA working to bring green energy to Region 2, Investigate the use of green energy sources for the 1650 building	APD Energy Star Facilities Management (3PM20)	9/30/200	Hours	
Review a copy of building lease and develop a plan with GSA for 2008 lease renewal to encourage/promote energy efficiency	OPM Facilities Management (3PM20)	9/30/200	Hours	